

# Dersingham Parish Council

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Clerk: Sarah Bristow Chairman: Gillian Sergeant

## **FGP & Administration Committee**

Cllr A Bubb, Cllr P Burall, Cllr G Sergeant, Cllr J James,  
Cllr R Tipling (Chair) and Cllr R Johnston

## **SUMMONS TO ATTEND MEETING OF THE FINANCE GENERAL PURPOSE & ADMINISTRATION COMMITTEE**

5th July 2010

Dear Councillor

Notice is given that a meeting of the Finance, General Purposes & Administration Committee will be held on Monday 12 July 2010 at 6.00pm at St Cecilia's Church Mountbatten Road, Dersingham

Yours faithfully

Clerk

### **AGENDA**

1. To consider apologies for absence
2. To receive Declarations of Interest: Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Councils (Model Code of Conduct) Order 2001 s8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial. In the case of personal interests the member may speak and vote on the matter. In the case of prejudicial interests the member must withdraw from the room while the matter is discussed.
3. Staffing Committee Verbal Report (Public and Press to be excluded)
4. Minutes of meeting held on 8<sup>th</sup> June 2010
  - a) To approve the minutes
  - b) To consider matters arising
5. Financial Report
6. Accounts 2010/11
7. Internal Auditor
8. Sandringham View Open Spaces
  - a) Grounds maintenance
  - b) Adoption of new areas

9. Proposals for a Community Clean Up
10. Emergency Plan – Cllr Tipling
11. Excel 2000 – Application for Funding
12. Hanover Court Sign – Cllr Tipling
13. Bank
  - a) Debit card
  - b) Mandate & signatories
14. Street Lighting Contract
15. Planning Application Filing – Cllr Sergeant
16. Website Content Timing – Cllr Sergeant
17. Authorisation of Cheque Payments – R.F.O.
18. Correspondence
  - a) Roger Poll
  - b) W.N.V.C.A.
19. Date and time of next meeting  
6th September at 6.00pm